

MILFORD PUBLIC WORKS

289 SOUTH STREET
MILFORD, NEW HAMPSHIRE 03055
(603) 673-1662

CEMETERIES / PARKS
HIGHWAY DEPARTMENT
RECYCLING / TRANSFER CENTER
TOWN BUILDINGS
WATER DEPARTMENT
WASTEWATER TREATMENT FACILITY



~ 2005 REPORT ~

Respectfully Submitted By: William F. Ruoff, Director

REGULAR APPROPRIATIONS

CEMETERIES - We continued to work with the cemetery software program which, when completed, will accurately organize all interments, locations, names, and dates. The old record-keeping system of lot cards was inaccurate and, for the most part, information was incomplete. The new program will ensure accurate up-to-date records. The Cemetery Department encourages all lot owners and their heirs to contact the Cemetery Department to verify this information. In addition to the routine maintenance of the Town's five cemeteries which includes mowing, fertilizing where necessary and watering, the following projects were attended to:

- **RIVERSIDE CEMETERY** – We continued with our annual maintenance program, which included fertilizing and seeding various sections of Riverside. In addition to routine maintenance we continued to fill in the lower part of Section J in order to create future 2 and 4-grave lots.
- **WEST STREET CEMETERY** – We continued with our ongoing annual maintenance and made miscellaneous repairs to fencing and other structures. There were no interments at West Street cemetery this year.

NORTH YARD CEMETERY AND UNION STREET CEMETERY – We continued with our ongoing annual maintenance and made miscellaneous repairs to fencing and other structures. Dick Medlyn repaired and cleaned approximately 12 monuments in the cemetery this year. There were two interments at North Yard cemetery this year.

In addition to annual maintenance of the cemeteries, other activities that took place are as follows:

Nine cemetery lots were sold:		Concrete foundations installed for monuments	11
Cremation Lots	1	Military markers placed on veterans graves	8
Single Grave Lots	1	Fifty-three interments were attended to:	
Two Grave Lots	6	Full Interments	28
Four Grave Lots	1	Cremations	25
	<u>9</u>		<u>53</u>

Cemetery Trustees:

Richard Medlyn, Chairman
Leonard Harten
Rosario Ricciardi

**CEMETERY
PERPETUAL CARE
PAID IN 2005**

Dona & Richard Gavin	\$ 400.00
Anne Bergeron	200.00
Edward & Christina Medlyn	400.00
Norman & Elizabeth Bemis	200.00
John & Rosalie French	200.00
Jan J. Tigchelaar	100.00
Donald & Sandra Comire	200.00
Robert & Sharon Hagar	37.50
TOTAL	\$ <u>1,737.50</u>

**CEMETERY
FLOWER FUND –
2005**

Eugene Adams	\$ 350.00
Brenda Sullivan	350.00
Estate of Robert M. Darling	1,000.00
TOTAL	\$ <u>1,700.00</u>

(UNAUDITED)



RIVERSIDE CEMETERY LOT FUND

Cash Balance, January 1, 2005 **\$42,319.18**

Income:

Sale of Lots	3,300.00	
Greens/Device	790.00	
Tent	1,410.00	
Interest	663.39	
Vaults	1,090.00	
TOTAL	7,253.39	49,572.57

Expenses:

Vaults	1,395.00	
Publishing Ads/Dues/Memberships	157.50	
Landscaping Supplies	897.42	
Machinery & Equipment	4,094.39	
Computer Software	821.00	
TOTAL	7,365.31	

Cash Balance, December 31, 2005 **\$42,207.26**

(UNAUDITED)

PUBLIC WORKS ADMINISTRATION - This appropriation defrays cost of salaries and the other operating expenses of the office.

Records maintained by the Department of Public Works/Administration include cemetery, solid waste and recycling, accounts payables, payroll, water/sewer billings, and accounts receivables. Purchasing, planning, and scheduling are basic daily functions handled by the staff.

The Department continues to work closely with the State's Department of Transportation in a number of areas including their plans to upgrade railroad crossings at South Street and Union Street.

The Department continued to provide inspection services on a number of new roads being constructed as part of subdivision projects. Several new roads were accepted in 2005 – Ledgewood Drive, the remainder of Cortland Road, Phillips Way, a portion of Badger Hill Drive, Deerwood Drive, Foxmoor Lane and Greystone Place. In addition 37 street opening permits and 59 driveway permits were issued and accepted.

The Department participated in a number of community projects including the Household Hazardous Waste Collection Program, Kaley Park planning, and Downtown Ongoing Improvement Team's (Do-It) activities.

Your Director wishes to thank the Board of Selectmen, other Town departments, boards, and commissions, public works employees, and especially the residents for their continued cooperation and support.

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**HIGHWAY DRAIN MAINTENANCE** - All 921 catch basins in the Town's storm drain system were cleaned. An outside contractor performs this task annually.

**HIGHWAY SUMMER MAINTENANCE** - Routine maintenance items that include street sweeping, grading of gravel roads, road ditching, roadside mowing, line painting, and equipment maintenance were carried out as scheduled.

In addition we repaired 7 drain manholes on Nashua Street, replaced curbing on the Oval, installed communication lines to the new police facility and built a 64' x 32' sand and salt shed with DPW employees. As in the past we rented a screener and screened 20,000 lbs of winter sand at the BROX Pit.

A considerable amount of pavement resurfacing was accomplished in 2005.

| <b><u>The following roads were re-paved<br/>with the stone chip seal process:</u></b> |            | <b><u>The following roads were re-paved<br/>with a 1" overlay</u></b> |           |
|---------------------------------------------------------------------------------------|------------|-----------------------------------------------------------------------|-----------|
| Greatbrook Road                                                                       | 7,026 lft  | Mooreland Street                                                      | 575 lft   |
| Purgatory Road                                                                        | 11,244 lft | Valhalla Drive                                                        | 2,084 lft |
| Jennison Road                                                                         | 16,377 lft | Meadowbrook Drive                                                     | 1,164 lft |
| Christmas Tree Lane                                                                   | 2,346 lft  | Savage Road                                                           | 2,825 lft |
| Hammond Road                                                                          | 2,360 lft  |                                                                       |           |
| Savage Road                                                                           | 17,325 lft |                                                                       |           |

Various locations received pavement crack sealing (hot rubberized asphalt material). This maintenance process prolongs the life of the road surfaces. We also worked on Mile Slip Road - cutting the brush on the sides of the road, ditching, re-grading, adding additional gravel and adding a turnaround.

**HIGHWAY WINTER MAINTENANCE** – Snowfall accumulations for calendar year 2005 was 88.5 inches. The Department responded to eighteen (18) snow and ice storms as well as numerous call-outs for black ice and slippery conditions.

Approximately 79.76 miles of roads are plowed with thirteen Town-owned and one hired piece of equipment. Approximately 10 miles of sidewalk are plowed with the Town's two sidewalk plows. The Department's six trucks and one hired truck handle Sand/salt applications.

This Department continues to emphasize the use of a sand/salt mix (6-1 ratio). The exceptions, a few selected roads are treated with salt at the beginning of a snowstorm. Main roads during the storms are normally treated with 500 lbs per lane mile. To complement the sand/salt treatment, the Department has begun using a non-corrosive deicing agent IceBan®. Following storms, windrows of snow pushed against the curb by street plows must be removed in order to not minimize the capabilities of the sidewalk plow. Extra trucks are hired and used to facilitate this operation and performed at night to minimize disruption of traffic.

#### Snowfall In Milford, New Hampshire – 2005

Measured in inches and tenths, for 24 hour periods ending at 7:00 A.

| <u>JANUARY</u>       | <u>FEBRUARY</u> | <u>MARCH</u> | <u>NOVEMBER</u> | <u>DECEMBER</u> |
|----------------------|-----------------|--------------|-----------------|-----------------|
| 33.8                 | 12.2            | 24.9         | 5.0             | 12.6            |
| <b>YEARLY TOTAL:</b> |                 |              | <b>88.5</b>     |                 |

Robert & Jeanne Walsh, National Weather Service Co-operative Observers

**HIGHWAY STREET LIGHTING** - Currently there are 417 streetlights rented on a monthly basis from Public Service of New Hampshire.

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PARK MAINTENANCE - This Department currently maintains 14 parks that vary in size. In addition, we also maintain grounds at the Police Station, Library, Historical Society, Mullen Road property (Conservation Commission), and DPW Highway complex.

Town of Milford Parks

Adams Field - Osgood Road	MCAA Field - North River Road
Bicentennial Park - South Street	Memorial Park - Union Street at Union Square
Burns Park - Old Brookline Road	O. Burns Park - Souhegan Street
Emerson Park - Mont Vernon Street	Osgood Pond/Hazel Adams Burns Park - Osgood Road
Hartshorn Pond – Route 13	The Oval - Union Square
Keyes Field - Elm Street	Ricciardi/Hartshorn Park - Union Street
Korean War Memorial - Elm Street	Shepard Park - Nashua Street

During 2005, the following projects were completed:

KALEY PARK – There was no activity at this park in 2005.

KEYES FIELD – There were a few changes at Keyes Field in 2005. The old pavilion was taken down and initial preparations were made for the new pavilion. Plans

were made for 2006 to replace the razed pavilion. Regular maintenance was done on the field for the season. Work was done on the softball fields to refinish the infields.

OVAL – We continued our ongoing annual maintenance and made miscellaneous repairs. The bandstand was completely refurbished this spring.

EMERSON PARK – We continued our ongoing annual maintenance and made miscellaneous repairs. The electrical system for the pathway lights was completely replaced with a new system.

ELM STREET (KOREAN MEMORIAL) – We continued our ongoing annual maintenance and made miscellaneous repairs. Two replacement maple trees were planted.

SHEPARD PARK - The baseball backstop was refurbished on the Nashua Street side of Shepard Park and gates were added. The sprinkler system was used for the first year and worked well.

RICCIARDI/HARTSHORN PARK - The Park was completely redone with new topsoil and sod.

All the parks had sprinkler system controller updates and had facelifts with the addition of new trees, extensions of gardens, and lots of new flowers. Vandalism to the parks was down in 2005.

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**TOWN HALL** – New doors were installed in the lower entrance from Middle Street. Inside the Town Hall, various halls and entranceways were painted as well as part of the ceiling in the auditorium. All the stairs were stained.

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SPRING CLEAN-UP – During the annual Town-wide trash collection in April, 58 truckloads of material were picked up and disposed of at the Solid Waste Transfer Station.

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**RECYCLING CENTER** - A total of 3,274.97 tons of trash was disposed of at this facility in 2005. The trash was delivered to Wheelabrator's Concord facility, which is located in Penacook, New Hampshire, a waste-to-energy plant under contract with Waste Management and the Town of Milford. There was also 1,340.66 tons of demolition material including painted, varnished and stained wood, sheet rock, insulation, shingles, mattresses, and overstuffed furniture that was disposed of at private landfill sites in Londonderry and Salem under a contract with Waste Management.

The Department's recycling effort from January through December removed a total of 1,366.75 tons from the waste stream. These figures do not include two (2) Salvation Army containers and one (1) Share container. Also, we added a Planet Aid box for useable clothing and toys. The chart does not include Planet Aid and two Salvation Army boxes for tonnages.

The Town started a new pilot program in September 2004 where we have the residents volunteer to separate the 3 colors of glass and separate them from their other recyclables and dump them directly into the hoppers. The colored glass is then hauled to Goffstown, NH and ground up for use as road bedding though a pilot program with the NHRRA. In the updated ordinance for 2006 glass separation is mandatory for all who use the Transfer Station.

For the year we have shipped 234.59 tons of glass bottles to Goffstown. This pilot glass program is projected to save money as we move forward and fully implement the program. At this time the saving has not been fully quantified.

Approximately 600 cubic yards of yard and leaf materials were added to our composting effort. The material is piled in windrows and periodically turned over. After about a year, it has decomposed into an excellent product that can be used as a soil amendment and is free to residents. Thank you to all the Milford residents for your continued efforts to empty out all bags of leaves into the leaf pile and for continuing to keep contaminated debris out of the leaves. Many residents use our wonderful compost for gardens, landscaping, flower beds, grass, etc.

**Town of Milford NH Recycling Center**  
**Total Tons of Materials Recycled**

| MONTH     | Trash Disposal (tons) | Clothing | Mixed Paper (tons) | Cardboard & Brown Paper (baled) | GLASS (tons) | CANS (lbs) |          | PLASTIC (baled/tons) |       |              | MISCELLANEOUS |        |       |         |                    |                     |
|-----------|-----------------------|----------|--------------------|---------------------------------|--------------|------------|----------|----------------------|-------|--------------|---------------|--------|-------|---------|--------------------|---------------------|
|           |                       |          |                    |                                 |              | Tin        | Aluminum | HDPE Clear           | PET   | HDPE Colored | Batteries     | Metal  | Tires | Demo    | # of Propane Tanks | Cardboard# of bales |
| January   | 317.61                | 3.30     | 31.27              | 17.70                           | 21.32        | 2.27       | 1.50     | 1.55                 | 1.56  | 1.20         | 1.50          | 11.31  |       | 77.65   | 105.00             | 30.00               |
| February  | 138.03                | 2.34     | 34.68              | 8.31                            | 15.79        | 1.03       | 2.24     | 1.09                 | 3.81  | 1.09         | 0.25          | 9.00   | 3.50  | 46.75   | 29.00              | 15.00               |
| March     | 275.88                | 4.00     | 43.05              | 8.39                            | 24.55        | 2.50       | 2.50     | 1.50                 | 2.50  | 1.50         | 0.50          | 12.00  | 5.45  | 58.21   | 25.00              | 15.00               |
| April     | 272.06                | 4.00     | 34.60              | 8.07                            | 14.13        | 2.50       | 3.00     | 3.50                 | 2.45  | 1.43         | 1.00          | 19.97  |       | 128.38  | 22.00              | 15.00               |
| May       | 271.87                | 4.80     | 33.35              | 8.55                            | 25.25        | 2.34       | 2.50     | 2.80                 | 3.00  | 1.50         | 1.07          | 18.00  | 3.26  | 150.55  | 23.00              | 15.00               |
| June      | 282.73                | 5.08     | 34.12              | 13.37                           | 14.41        | 2.18       | 2.25     | 2.00                 | 3.15  | 3.45         | 1.50          | 23.69  |       | 126.29  | 22.00              | 20.00               |
| July      | 266.39                | 6.20     | 44.04              | 13.52                           | 24.02        | 2.34       | 4.25     | 2.00                 | 2.50  | 2.25         | 1.50          | 15.89  | 4.25  | 142.30  | 23.00              | 20.00               |
| August    | 310.00                | 3.50     | 33.53              | 13.00                           | 17.93        | 2.29       | 3.75     | 1.35                 | 3.98  | 2.50         | 1.00          | 18.79  | 3.86  | 142.92  | 24.00              | 20.00               |
| September | 260.26                | 4.44     | 42.81              | 8.92                            | 17.59        | 2.00       | 5.40     | 1.40                 | 1.38  | 1.25         | 1.25          | 14.53  |       | 117.70  | 18.00              | 15.00               |
| October   | 278.52                | 5.50     | 36.22              | 4.10                            | 16.70        | 1.93       | 2.00     | 2.20                 | 3.32  | 1.00         | 1.60          | 22.71  | 13.15 | 122.14  | 20.00              | 12.00               |
| November  | 353.74                | 5.75     | 35.93              | 8.73                            | 24.79        | 2.07       | 2.00     | 1.53                 | 1.61  | 1.03         | 1.25          | 19.12  | 8.56  | 129.05  | 25.00              | 15.00               |
| December  | 247.88                | 6.00     | 48.37              | 12.95                           | 18.11        | 2.75       | 2.00     | 1.33                 | 1.74  | 1.00         | 1.50          | 8.23   | 4.50  | 98.72   | 5.00               | 20.00               |
| TOTALS    | 3274.97               | 54.91    | 451.97             | 125.61                          | 234.59       | 26.20      | 33.39    | 22.25                | 28.00 | 19.20        | 13.92         | 193.24 | 33.38 | 1340.66 | 341.00             | 212.00              |

(Tons or #)

In September of 2002, the Town of Milford implemented an additional recycling recovery program, which includes the removal of paper recyclables (residential mixed paper). The Newark Group, Inc. Recycled Fiber Division, a New Jersey corporation provided a two cubic yard compactor and a 40 cubic yard roll off container at no charge. The roll-off container is now picked up on site every week and is replaced with another. As of December 2005, 451.97 tons of mixed paper was taken out of the waste stream.

**40% Of Our Trash Can Now Be Recycled**  
**MIXED PAPER RECYCLING BEGAN**  
**SEPTEMBER 1<sup>st</sup>, 2002**

|                                                                                                                                                                                                                                                   |                                                                                                        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| WHEN YOU RECYCLE, PLEASE PUT ONLY THE "ACCEPTABLE" PAPER LISTED BELOW IN THE MIXED PAPER CONTAINER. PLACING UNACCEPTABLE PAPER IN THE MIXED PAPER CONTAINER WILL "CONTAMINATE" THE PAPER AND END OUR ARRANGEMENT WITH THE NORTH SHORE PAPER MILL. |                                                                                                        |
| ACCEPTABLE PAPER                                                                                                                                                                                                                                  | NOT ACCEPTABLE PAPER                                                                                   |
| COMPUTER PAPER                                                                                                                                                                                                                                    | CARBON PAPER                                                                                           |
| PAPER BAGS                                                                                                                                                                                                                                        | SELF SEALING ENVELOPES                                                                                 |
| MAGAZINES                                                                                                                                                                                                                                         | MYLAR                                                                                                  |
| CATALOGS                                                                                                                                                                                                                                          | TYVEK                                                                                                  |
| WHITE/COLORED OFFICE PAPER                                                                                                                                                                                                                        | FOIL PAPER                                                                                             |
| FAX PAPER                                                                                                                                                                                                                                         | JUICE BOXES (FOIL INSIDE)                                                                              |
| ENVELOPES (WITH OR WITHOUT WINDOWS)                                                                                                                                                                                                               | PAPER WITH ANY METALS (BESIDES PAPER CLIPS & STAPLES)                                                  |
| TAB CARDS                                                                                                                                                                                                                                         | BLUE PRINTS                                                                                            |
| NEWSPAPERS (AND GLOSSY INSERTS)                                                                                                                                                                                                                   | PLASTIC COATED PAPER                                                                                   |
| MANILA FOLDERS                                                                                                                                                                                                                                    | TISSUE PAPER                                                                                           |
| TELEPHONE BOOKS                                                                                                                                                                                                                                   | PAPER TOWELS                                                                                           |
| STAPLED & PAPER CLIPPED PAPER                                                                                                                                                                                                                     | NAPKINS                                                                                                |
| CARDBOARD                                                                                                                                                                                                                                         | PAPER CUPS & PLATES                                                                                    |
| CHIPBOARD (CEREAL BOXES, TISSUES BOXES, ETC.)                                                                                                                                                                                                     | ANY PAPER SOILED (WITH FOOD, OILS, ETC.)                                                               |
| PAPERBACK BOOKS                                                                                                                                                                                                                                   | WAX CARDBOARD                                                                                          |
| JUNK MAIL (PLASTIC WINDOWS OK)                                                                                                                                                                                                                    | PLASTIC LAMINATED PAPER                                                                                |
| MIXED OFFICE PAPER                                                                                                                                                                                                                                | It costs our Town \$89.22 per ton for trash disposal; it costs our Town \$0.00 to recycle mixed paper. |
| NOTEBOOK PAPER                                                                                                                                                                                                                                    |                                                                                                        |
| DRAWING PAD PAPER                                                                                                                                                                                                                                 |                                                                                                        |

The Milford Transfer Station continues to utilize as many community workers as possible throughout the year. We work with the prosecutors and courts (including those in surrounding towns) to help kids and adults who may be in trouble with the law and who are requested to do community service with the Town. This year we had 165 community workers at various times.

We would like to thank the Board of Selectmen for their continued interest and support in our very busy recycling operation and especially to the Milford residents for their continued support and cooperation in our recycling efforts.

We would also like to thank special businesses in our community who have thought of us during the year. They include BikerBakery.com for the special trays of treats that were given to our employees; Humble Pie, we all enjoyed your homemade desserts, and Berkshire Cottage. Thank you again. Thanks to the Lions Club volunteers for helping out at the Transfer Station after Christmas and New Years with the unloading of vehicles, which helped cut down on the amount of time residents had to wait in line, and for their assistance at the Recycling Center sorting out recyclables. It was a pleasure

working with all of you. The staff of the Transfer Station appreciates all of you who devoted so many hours of assistance. We can't thank you enough.

We would like to give a special thanks to Noreen and Tim O'Connell for donating flowers and planting assistance every year to help beautify the Transfer Station. The gardens looked great and all enjoyed the vegetables.

A special thanks to all the volunteers who donated their time and energy at the Still Good Shed and up on the hill at the Demo Area, and to all those who spent their days helping the community at the Transfer Station, and for those who assisted Milford residents during our peak hours.

Respectfully submitted,

William Ruoff, Director of DPW

# **TOWN OF MILFORD - DEPARTMENT OF PUBLIC WORKS**

## **INCOME & EXPENSE STATEMENT**

**AS OF 12/31/05**

(Unaudited)

|                        | <b>BUDGET</b>     | <b>ACTUAL YTD</b> | <b>REMAINING</b>   |
|------------------------|-------------------|-------------------|--------------------|
| <b>REVENUES:</b>       |                   |                   |                    |
| TOWN BUILDINGS         | \$ 3,160          | \$ 3,103          | \$ 57              |
| CEMETERIES             | 13,400            | 14,715            | (1,315)            |
| HIGHWAYS & STREETS     | 248,906           | 272,513           | (23,607)           |
| SOLID WASTE DISPOSAL   | 121,000           | 131,984           | (10,984)           |
| <b>TOTAL REVENUES:</b> | <b>\$ 386,466</b> | <b>\$ 422,315</b> | <b>\$ (35,849)</b> |

|                        | <b>BUDGET</b>       | <b>ACTUAL YTD</b>   | <b>REMAINING</b> |
|------------------------|---------------------|---------------------|------------------|
| <b>EXPENSES:</b>       |                     |                     |                  |
| TOWN BUILDINGS         | \$ 218,513          | \$ 214,092          | \$ 4,421         |
| CEMETERIES             | 101,450             | 97,912              | 3,538            |
| ADMINISTRATION         | 111,071             | 108,172             | 2,899            |
| HIGHWAYS & STREETS     | 853,134             | 869,855             | (16,721)         |
| STREET LIGHTING        | 50,400              | 49,780              | 620              |
| SOLID WASTE DISPOSAL   | 662,607             | 656,805             | 5,802            |
| PARKS MAINTENANCE      | 115,994             | 105,638             | 10,356           |
| <b>TOTAL EXPENSES:</b> | <b>\$ 2,113,169</b> | <b>\$ 2,102,254</b> | <b>\$ 10,915</b> |

|                             |            |           |            |
|-----------------------------|------------|-----------|------------|
| <b>CAPITAL PROJECTS:</b>    |            |           |            |
| SOUTH ST. RAILROAD CROSSING | \$ 200,000 | \$ 13,261 | \$ 186,739 |

**NOTE: THERE MAY BE PURCHASES/ENCUMBRANCES OUTSTANDING**